



## **Steering Committee Meeting**

19 – 21 October 2009, Hanoi - Vietnam

1. Welcome, Opening Remarks, Roll call

Present – Rudolf, Mikael, Volker, David, and Rob

Matt Higgins, Steve Fisher, Chris Rizos were also present for some discussions.

Apology – Dave D, Neil W

2. Confirmation of Agenda

Agenda confirmed.

3. Action items from previous Steering Committee minutes – Refer to Action Items spreadsheet.

Refer to spreadsheet. All Eilat action items have now been completed.

Action Volker / Neil - to prepare draft of Low / Cost Effective publication before Xmas 2009 for 15<sup>th</sup> January 2010 deadline.

4. Report from WG's - progress and general discussion on workplans and issues ; final report for the 2010 Congress ; Mikael's workplan 2011-2014 ; participation for 2011-14 term

General discussion was held about current and future work plans and Commission reports. The following "ACTIONS" arose –

- All – to start preparing reports about 2009 activities for Annual report
- All – to start preparing report for 2007-10 that summarises the highlights of activities so that Rudolf can present at Sydney 2010.
- All – to review their work plan and report on what was achieved or successful and to also consider why aspects of the workplan were not completed with reasons why. This information to be forwarded to Mikael to assist with the development of his 2011-14 workplan.
- Mikael – to distribute his draft plan to existing Vice Chairs for comment.

Future participation in FIG was also discussed. It appears Volker and David will be offering their services for 2011-14.

5. Discussion of Inter-WGs and Inter-Commissions activities.

Since Eilat, Commission 5 has worked with Commission 6 to prepare joint technical sessions at Hanoi. Further work on the FIG Sydney 2010 Congress with other Commissions will also continue in Hanoi.

6. Feedback, review and reflection on the technical program and other activities with respect to Hanoi.

It appears delegates were happy with the Commission 5 program and APREF sessions. The attendance ranged from 30 to almost 100. The only minor issue was that some 'primary' authors

had more than one paper thus there was some issues with programming. Also it was noted that there was not many geodetic type papers from the Vietnamese.

## 7. Report on ACCO and Council

Mikael / Rudolf attended ACCO and Rob assisted with FIG2010 Sydney Technical program  
Issues of significance for Commission 5

- Louise Friis-Hansen has been appointed as Personal Assistant to FIG General Manager John Neel. It was highlighted that they are not surveyors and thus will not be able to assist with surveying issues.
  - Peer Review System FIG 2010 Sydney
    - Commission 5 has 18 papers to review out of 125 (Comm 6 – 14, Comm 7 – 19)
    - Challenges – not enough reviewers ; too many papers ; not enough people in FIG Office to assist ; authors not respecting the rules ie deadlines, not following templates ; special treatment is being expected
    - Need – more reviewers ; more understanding of the process ; more time ; maybe only one paper per author can be peer reviewed
    - Rudolf will need to produce a document of the PRS that will be suitable for the web and allow users to better understand the process.
  - David Martin is now the new Chair of the FIG Standards Network. Ian Greenway also suggested that each Commission consider selecting someone from their Commission to be part of this group.
  - FIG Grants – specific grants will require proposals as per normal. Commission Chairs will need to acquit their yearly grants by using the FIG template thus assist with the ‘audit’ process. Chairs should consider using these grants available to them and could develop a budget for these monies that detail their full term. Iain Greenway will be reviewing this aspect of the FIG policy.
  - Information, communication and dissemination of information – FIG Office will do the e-Newsletter and the “admin” associated with it however the responsibility for content and its sensitivity must be remain with the Commission. This also applies to other reports / info that will be disseminated.
  - FIG publications – drafts of FIG Commission reports must be submitted by Xmas 2009. Drafts of new publication must be submitted to FIG Office before 15<sup>th</sup> January 2010 if they are to be released for Sydney 2010. Rudolf – to ask Vice Chairs if there are any Commission 5 publications.
  - FIG2010 – Currently 766 abstracts, program to be developed at second ACCO meeting (Sunday) and each Commission to submit a proposal before 29<sup>th</sup> October 2009.
  - Other business – Chairs were asked to consider future Task Forces and roles for the Young Surveyors network ie attend ACCO? workplan?
8. FIG Liaisons update and future– ie with UN, IAG, ION, ISPRS. Includes – reports on events with sister organisations, attendance to conferences (ie Mikael’s / Rob’s attendance to IAG, IAG Liaison Document, Matts attendance to UN GNSS ICG - St Petersburg and InterGeo), new opportunities / liaisons

Mikael / Rob IAG Buenos Aires – Refer to report on website. Also several brief discussions about the IAG/FIG document were held.

ACTION - It was decided the current documents be archived and for Mikael / Rob to prepare a project template that has several major headings emphasising which Commissions and people are involved, joint events, outcomes, future workings etc.

ACTION - Matt UN GNSS ICG – Matt advised that he has completed his report but it will need to be ratified by the ICG before being circulated.

ACTION - Rudolf InterGeo – Rudolf will supply a short report.

Also there has been progress and development of the APREF project with IAG and PCGIAP. The most recent co-operation on to this project has resulted in several technical sessions at Hanoi and it is expected this will continue as APREF gets re-established.

In Hanoi, the Steering Committee also meet with Ms Sharafat Gadimova from Space Applications Section – UNOOSA and discussed possible future liaisons.

9. Website upgrade – general discussion on proposals.

Action – All to review / update their main webpages ASAP and send changes to Louise at the FIG Office.

10. Activities for future FIG symposiums – primarily technical sessions / workshops / forums for 2010 Congress in Sydney.

Rob / Rudolf / Mikael – reported that they had completed a first pass of the Commission's technical program for Sydney. Some of proposed details are as follows –

- 10 rooms will be available, 4 rooms for “flash”
- 8 parallel sessions
- 5 papers / session
- At least one “flash” session per Commission
- 10 presentations per “flash” session
- Approximately 800 abstracts submitted (a quarter were Commission 5)

General discussion occurred about how papers were to be selected and the possible format of the Commission 5's program. Some of the criteria discussed were –

- only one paper per primary author however two would be permitted if one was related to the author's professional activities and the other was relating to Commission work. Note we may need to contact the author and ask which paper they prefer to keep.
- peer review papers cannot be “flash” presentations and should be given a higher priority
- due to the number of abstracts some paper presentations will need to be proposed as “flash” presentations
- papers must relate to current work plan
- joint sessions with other Commissions should be considered
- consider and nominate priority sessions to ensure there are no major “clashes” and also indicate which timeslot in the program you would like this session.
- consider creating special sessions and use abstracts that have been submitted or may require an invited presentation – ie GGOS, APREF, GNSS Standards / Calibration
- nominate key speakers / presentations for each session
- first proposal to Markku must be ready by 29th October 2009

**ACTION** – Rob to prepare a first draft of the Comm 5 Sydney technical program to Comm 5 Vice Chairs and Chairs of other Commissions

**ACTION** – All Comm 5 Vice Chairs to prepare sessions based on the guidelines provided. It was also noted that it has been proposed by Iain Greenways group to bring / promote? “Standards” to the Commissions by doing a short presentation (10 minutes) at relevant technical sessions in Sydney. This received mixed ‘feelings’ amongst the Steering Committee as time is an issue for most Commission 5 sessions.

11. Next Steering Committee meeting.

April 2010 in Sydney - Australia